

Resources and Tools

Access Services 2020 : Envisioning the Future of Access Services

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Reading

Association of College and Research Libraries. (2015). *Environmental scan 2015*.

Cameron, E., & Green, Mike. (2009). *Making Sense of Change Management A Complete Guide to the Models, Tools and Techniques of Organizational Change* (2nd ed.). London ; Philadelphia: Kogan Page.

Council on Library Information Resources, compiler, publisher. (2008). *No brief candle : Reconceiving research libraries for the 21st century*. (CLIR publication ; no. 142).

Eden, B. (2015). *Cutting-edge research in developing the library of the future : New paths for building future services* (Creating the 21st-century academic library ; 3).

Hernon, P., & Matthews, Joseph R. (2013). Reflecting on the Future of Academic and Public Libraries.

Janes, J. (2013). *Library 2020 : Today's leading visionaries describe tomorrow's library*.

Leeder, K., & Frierson, Eric. (2014). *Planning our future libraries : Blueprints for 2025*.

Hiring

Lynn, Adele B. (2008). The Eq Interview: Finding Employees with High Emotional Intelligence.

Hoevermeyer, V. (2005). High-Impact Interview Questions: 701 Behavior-Based Questions to Find the Right Person for Every Job.

Inspiring

Rath, T. (2007). *Strengths finder 2.0*. New York: Gallup Press.

Baer, R. (2014). The practicing happiness workbook: How mindfulness can free you from the 4 psychological traps that keep you stressed, anxious, and depressed.

Scott, J. (2015). *Stretch: How to Future-Proof Yourself for Tomorrow's Workplace*.

Learning

Copyright for Educators and Librarians

<https://www.coursera.org/learn/copyright-for-education>

Creative Commons

<http://creativecommons.org/about>

Microsoft Online Training

<http://office.microsoft.com/en-us/training/default.aspx>

--Training covers the basics for MS Office 2007, 2010 and 2013 for your PC. It also covers MS Office for MAC, Android tablet and iPad.

Shifting:

PDF from Rutgers, includes calculation tables:

https://www.libraries.rutgers.edu/rul/staff/access_serv/coll_mgt/overview_of_shifting.pdf

Weeding:

CREW method:

<http://www.moyak.com/papers/weeding-manual-modern-libraries.pdf>